

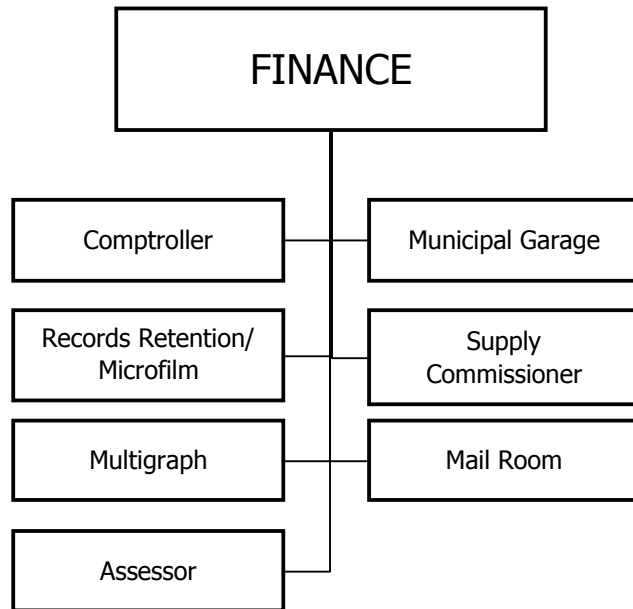
## **DEPARTMENT MAJOR GOALS**

### *EFFICIENT AND EFFECTIVE GOVERNMENT*

- Ensure the effective monitoring of the City's fiscal affairs through a modern and efficient accounting, payroll, and auditing system.
- Provide for an effective and efficient system for assessing and collecting City revenues.
- Ensure a continuous and uninterrupted supply of materials, goods, services, and equipment to support City departments and agencies.

### *VIBRANT AND DIVERSE ECONOMY*

- Promote a favorable environment for economic development through a judicious use of TIFs and other economic incentives.



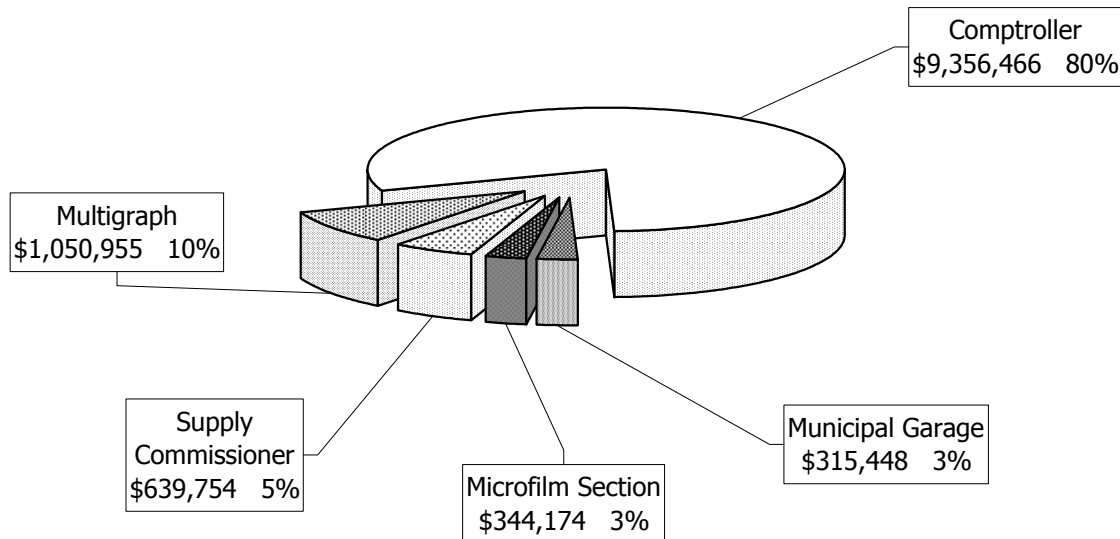
## FINANCE

<b>BUDGET BY DIVISION</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
160 Comptroller	7,527,229	7,447,262	9,356,466
162 Municipal Garage	258,448	289,053	315,448
163 Microfilm Section	315,008	337,299	344,174
170 Supply Commissioner	582,675	598,695	639,754
171 Multigraph	1,036,469	975,000	1,038,868
General Fund	\$9,719,829	\$9,647,309	\$11,694,710
Lateral Sewer Fund	62,744	67,294	55,166
Tax Increment Financings	7,633,500	2,304,779	2,307,572
Trustee Lease Fund	0	871,300	14,353,715
Mail Room Service Fund	522,149	768,860	813,218
180 Assessor	4,039,964	4,201,133	4,568,377
Grant and Other Funds	602,807	2,937,442	2,207,890
<b>TOTAL DEPARTMENT ALL FUNDS</b>	<b>\$22,580,993</b>	<b>\$20,798,117</b>	<b>\$36,000,648</b>

<b>PERSONNEL BY DIVISION</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
160 Comptroller	59.7	59.7	61.9
162 Municipal Garage	7.0	7.0	7.0
163 Microfilm Section	7.0	7.0	7.0
170 Supply Commissioner	9.7	9.7	9.7
171 Multigraph	11.0	10.0	10.0
General Fund	94.4	93.4	95.7
172 Mail Room	7.3	7.3	7.3
180 Assessor	71.0	71.0	71.0
Grant and Other Funds	29.4	29.4	31.1
<b>TOTAL DEPARTMENT ALL FUNDS</b>	<b>202.0</b>	<b>201.0</b>	<b>205.0</b>

## FINANCE

### FY09 GENERAL FUND BUDGET BY DIVISION

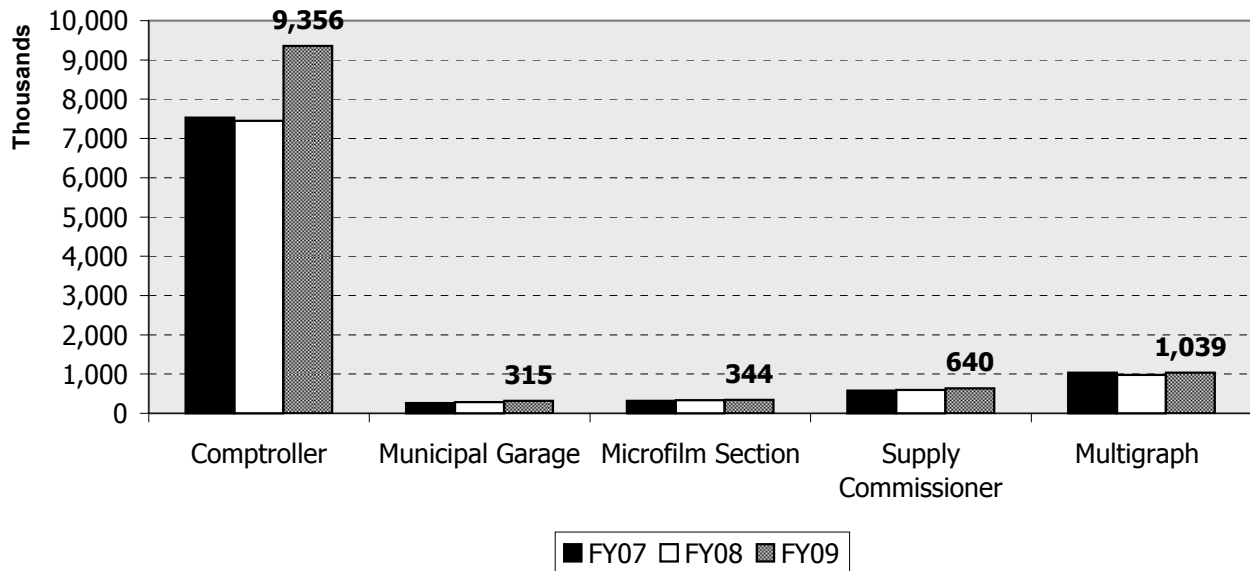


### DIVISION MAJOR HIGHLIGHTS

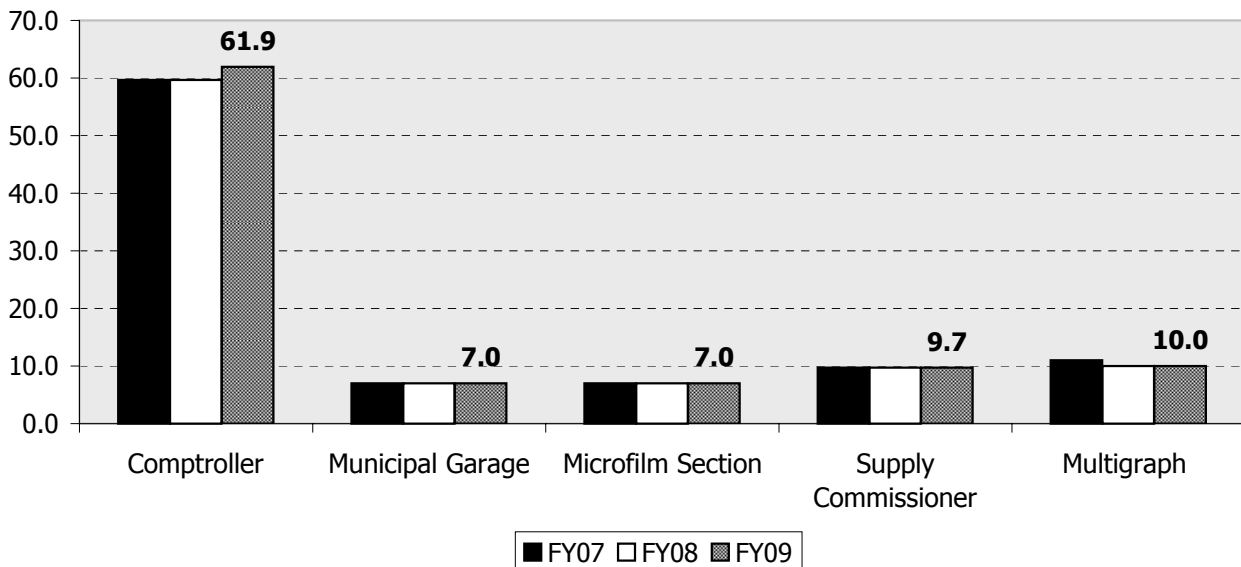
- The Gateway Transportation Center, a new multi-modal transportation hub in downtown St. Louis, will open this fiscal year.
- \$1.9M for a full year's operations of the Abrams Building at 1520 Market to house City offices.
- Assessor's budget includes funds to conduct an assessment study / analysis as a precursor to replacing assessment software and automating various data collection functions.
- Employee Pension Trust established for allocating \$13.5M in Telecommunications Tax revenues for City employee pension costs.

## FINANCE

**FY07 - FY09 GENERAL FUND BUDGET HISTORY BY DIVISION**



**FY07 - FY09 GENERAL FUND PERSONNEL HISTORY BY DIVISION**



**Division:** 160 Comptroller  
**Program:** Ø  
**Department:** Finance

## Division Budget **160**

### **MISSION & SERVICES**

The Comptroller supervises the fiscal affairs of the City. The division is responsible for accounting, payroll, and auditing functions. The Comptroller's office manages the City's telecommunications services and oversees payment on such items as sewer bills. The Comptroller is one of three members of the Board of Estimate and Apportionment.

In FY09, the General Fund budget for the Comptroller's Office will include an additional \$1.6M for operational costs of the City building at 1520 Market (formerly Abram Building). The Trustee Lease Fund incorporates the payment of debt service on the City Justice Center through the release of funds previously set aside as a debt service reserve.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	3,955,547	3,691,300	3,954,045
Materials and Supplies	51,750	23,570	27,170
Equipment, Lease, and Assets	103,136	98,500	100,500
Contractual and Other Services	3,416,796	3,633,892	5,274,751
Debt Service and Special Charges	0	0	0
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General Fund	\$7,527,229	\$7,447,262	\$9,356,466
Local Use Tax Fund	75	23,061	25,484
Lateral Sewer Fund	62,744	67,294	55,166
Tax Increment Financings	7,633,500	2,304,779	2,307,572
Trustee Leases Fund	0	871,300	14,353,715
G.O. Bond Fund	5,550,748	6,546,648	6,260,935
Grant and Other Funds	602,807	2,937,442	2,207,890
<b>All Funds</b>	<b>\$21,377,103</b>	<b>\$20,197,786</b>	<b>\$34,567,228</b>

### **FULL TIME POSITIONS**

General Fund	59.7	59.7	61.9
Other Funds	29.4	29.4	31.1
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All Funds	89.0	89.0	93.0

**Division:** 162 Municipal Garage  
**Program:** Ø  
**Department:** Finance

## Division Budget **162**

### **MISSION & SERVICES**

The Municipal Garage is responsible for the loaning out of City owned vehicles for official City business and maintaining vehicle title records. The division is also responsible for the maintenance of the Municipal Garage that provides over 350 parking spaces to government employees.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	239,600	267,903	296,298
Materials and Supplies	9,454	10,150	9,150
Equipment, Lease, and Assets	1,839	2,500	2,500
Contractual and Other Services	7,555	8,500	7,500
Debt Service and Special Charges	0	0	0
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General Fund	\$258,448	\$289,053	\$315,448
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$258,448</b>	<b>\$289,053</b>	<b>\$315,448</b>

### **FULL TIME POSITIONS**

General Fund	7.0	7.0	7.0
Other Funds	0.0	0.0	0.0
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All Funds	7.0	7.0	7.0

**Division:** 163 Microfilm  
**Program:** Ø  
**Department:** Finance

## Division Budget **163**

### **MISSION & SERVICES**

Microfilm is responsible for scanning documents and maintaining and providing records in the archival library. The division provides document reproduction and general copying services to some City departments, including the production of the City's Annual Operating Plan and accompanying budget documents. Microfilm also assists City residents and archivists with historical research.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	262,027	268,299	279,174
Materials and Supplies	9,569	20,000	18,000
Equipment, Lease, and Assets	37,887	37,000	37,000
Contractual and Other Services	5,525	12,000	10,000
Debt Service and Special Charges	0	0	0
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General Fund	\$315,008	\$337,299	\$344,174
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$315,008</b>	<b>\$337,299</b>	<b>\$344,174</b>

### **FULL TIME POSITIONS**

General Fund	7.0	7.0	7.0
Other Funds	0.0	0.0	0.0
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All Funds	7.0	7.0	7.0



**Division:** 170 Supply Commissioner  
**Program:** Ø  
**Department:** Finance

## Division Budget **170**

### **MISSION & SERVICES**

The Supply Commissioner is responsible for the procurement of all supplies, equipment, equipment maintenance and selected services for all City Departments. In addition to procurement duties, the Supply Commissioner handles disposal and recycling of City equipment that has ended its useful life.

As the primary preparer of contracts for the City, the division processes nearly 7000 requisitions annually and administers over 200 purchase contracts.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	566,080	579,595	620,654
Materials and Supplies	3,068	3,000	3,000
Equipment, Lease, and Assets	6,657	7,300	7,300
Contractual and Other Services	6,870	8,800	8,800
Debt Service and Special Charges	0	0	0
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General Fund	\$582,675	\$598,695	\$639,754
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$582,675</b>	<b>\$598,695</b>	<b>\$639,754</b>

### **FULL TIME POSITIONS**

General Fund	9.7	9.7	9.7
Other Funds	0.0	0.0	0.0
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All Funds	9.7	9.7	9.7

**Division:** 171 Multigraph  
**Program:** Ø  
**Department:** Finance

## Division Budget **171**

### **MISSION & SERVICES**

To provide quality printing and graphic design support services to all City agencies in a cost-effective and efficient manner.

Multigraph provides forms, brochures, letterheads, and information materials. Multigraph provides typesetting, graphic design, photography, press work, and bindery services. Multigraph is responsible for writing specifications and bids for specialized printing to private vendors.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	505,441	522,929	562,017
Materials and Supplies	186,061	177,847	180,000
Equipment, Lease, and Assets	52,518	53,252	53,252
Contractual and Other Services	292,449	220,972	243,599
Debt Service and Special Charges	0	0	0
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General Fund	\$1,036,469	\$975,000	\$1,038,868
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$1,036,469</b>	<b>\$975,000</b>	<b>\$1,038,868</b>

### **FULL TIME POSITIONS**

General Fund	11.0	10.0	10.0
Other Funds	0.0	0.0	0.0
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All Funds	11.0	10.0	10.0

**Division:** 172 Mail Room  
**Program:** Ø  
**Department:** Finance

## Division Budget **172**

### **MISSION & SERVICES**

The Mail Room strives to provide the most efficient total mail service at the maximum savings to our user departments

The Mail Room coordinates both outgoing City mail and mail between City offices. Services provided by the Mail Room include, but are not limited to: a mail inserting service, a parcel / courier delivery service with three drive routes running twice daily to most departments and "Rush" service.

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY07</b>	<b>BUDGET FY08</b>	<b>BUDGET FY09</b>
Personal Services	236,838	292,160	320,018
Materials and Supplies	4,986	6,200	7,200
Equipment, Lease, and Assets	23,928	0	3,000
Contractual and Other Services	256,397	470,500	483,000
Debt Service and Special Charges	0	0	0
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Mail Room Services Fund	\$522,149	\$768,860	\$813,218
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$522,149</b>	<b>\$768,860</b>	<b>\$813,218</b>

### **FULL TIME POSITIONS**

General Fund	0.0	0.0	0.0
Other Funds	7.3	7.3	7.3
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All Funds	7.3	7.3	7.3

**Division:** 180 Assessor  
**Program:** Ø  
**Department:** Finance

## Division Budget **180**

### **MISSION & SERVICES**

The Assessor's mission is to assess all property to fairly reflect market value and to accurately record and provide real estate and personal property information to customers in a courteous manner. In every odd year the Assessor will assess all real property located within the City.

In FY09, the Assessor's budget includes funds to conduct an assessment study / analysis as a precursor to replacing assessment software and automating various data collection functions.

EXPENDITURE CATEGORY	ACTUAL FY07	BUDGET FY08	BUDGET FY09
Personal Services	3,371,714	3,510,487	3,813,017
Materials and Supplies	28,285	38,206	47,320
Equipment, Lease, and Assets	9,091	13,500	13,100
Contractual and Other Services	630,874	638,940	694,940
Debt Service and Special Charges	0	0	0
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Assessment Fund	\$4,039,964	\$4,201,133	\$4,568,377
Grant and Other Funds	\$0	\$0	\$0
<b>All Funds</b>	<b>\$4,039,964</b>	<b>\$4,201,133</b>	<b>\$4,568,377</b>

### **FULL TIME POSITIONS**

Other Funds	71.0	71.0	71.0
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All Funds	71.0	71.0	71.0

PERFORMANCE MEASUREMENT(S)	ACTUAL FY07	ESTIMATED FY08	GOAL / EST. FY09
<b>Output</b>			
Commercial: Parcels Surveyed / Discovered	3,572	8,693	na
Residential: Parcels Physically Inspected	6,972	25,987	na
Pers. Prop.: Site Inspections Completed	1,814	1,574	na